

### AMENDMENT NO. 3

This Amendment modifies Contract No. 1388-12814, for construction management administration services for the Provident Hospital outpatient care renovation by and between the County of Cook, Illinois, herein referred to as "County" and Comprehensive Construction Consulting, Inc., authorized to do business in the State of Illinois hereinafter referred to as "Contractor":

#### RECITALS

Whereas, the County and Contractor have entered into a Contract approved by the County Board on November 13, 2013, (hereinafter referred to as the "Contract"), wherein the Contractor is to provide construction management administration services for the Provident Hospital outpatient care renovation (hereinafter referred to as the "Services") from November 13, 2013 through June 30, 2015 in an amount not to exceed \$259,790.00; and

Whereas, Amendment #1 was executed on July 28, 2014 in the amount of \$24,070.00; and

Whereas, Amendment #2 was executed on September 10, 2015 to extend the contract for 244 days, beginning on July 1, 2015 thru February 29, 2016; and

Whereas, the term of the Contract expired on February 29, 2016, and the agreed upon Services are still required; and

Whereas, an extension is desired for the continuation of Services; and

Whereas, an increase in the amount of \$120,930.00 is required for the continuation of Services; and

Whereas, the County and Contractor desire to extend the Contract for 121 calendar days beginning on March 1, 2016.

Now therefore, in consideration of mutual covenants contained herein, it is agreed by and between the parties to amend the Contract as follows:

1. The Contract is extended through June 29, 2016.
2. The Contract is increased by \$120,930.00 and the Total Contract Amount is revised to \$404,790.00.
3. The Contract is hereby amended to incorporate Attachment A and made part of this Contract.
4. The attached Identification of Subcontractors and MBE/WBE Utilization Plan forms are incorporated and made a part of this Contract.
5. All other terms and conditions remain as stated in the Contract.

In witness whereof, the County and Contractor have caused this Amendment No. 3 to be executed on the date and year last written below.

County of Cook, Illinois

By: John E. L.  
Chief Procurement Officer

Comprehensive

Lynn Dixon  
Signed

Lynn Dixon

Type or print name

President

Title

Date: 21 April 2016

Date: March 08, 2016

ATTACHMENT A



**Comprehensive  
Construction  
Consulting, Inc**

a Minority Owned Business Enterprise

February 22, 2016

Mr. Warrick Graham  
Project Director  
Department of Capital Planning and Policy  
69 W. Washington, Suite 3000  
Chicago, IL 60602

**RE: Proposal for Construction Management Administration Services for the Provident Hospital Emergency  
Department Waiting Room HVAC Upgrade and Ambulance Bay Ceiling Replacement**

Dear Mr. Graham,

Comprehensive Construction Consulting is pleased to provide DCCP with this proposal for CMA services concerning the subject project, as described herein.

**SCOPE OF WORK:**

The project includes the installation of an exterior, at-grade-mounted HVAC unit with remote condensing unit and associated mechanical, electrical and architectural modifications as required to provide Illinois Department of Public Health (IDPH) code-compliant air supply and exhaust to the Emergency Department Waiting Room Expansion area.

**SCOPE OF SERVICES:**

CCC will provide Construction Management Administration Services during the Construction and Closeout Phases of the subject project which will be in addition to Contract 1388-12814 (CMA Services for Provident Hospital Outpatient Care Renovation) Amendment No. 2 (time extension - amended period July 1, 2015 through February 29, 2016). This request will add an additional 121 calendar days which will amend the period from March 1, 2016 to June 29, 2016.

**CMA COMPENSATION:**

CCC was compensated \$254,790.00 for CMA Services for Provident Hospital Outpatient Care Renovation and a \$24,070.00 increase for Amendment No. 1. The current request for the scope of work referred to hereinabove is \$120,930.00.

**PAYMENTS:**

All amounts due to CCC shall be payable upon presentation of an invoice, on a monthly basis.

Comprehensive Construction Consulting, Inc. appreciates the opportunity to be of service to you.

Sincerely,

Paul King  
Business Development Principal

CC Phil Boothby  
Kevin Taylor

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

**OCPO ONLY:**  
☐ Disqualification  
☐ Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 1388-12814	Date: March 08, 2015
Total Bid or Proposal Amount: \$120,930.00	Contract Title: Extension of Contract Services
Contractor: Comprehensive Construction Consulting, Inc.	Subcontractor/Supplier/ Subconsultant to be added or substitute:
Authorized Contact for Contractor: Lynn Dixon	Authorized Contact for Subcontractor/Supplier/ Subconsultant:
Email Address (Contractor): ldixon@comprehensivecc.com	Email Address (Subcontractor):
Company Address (Contractor): 53 W. Jackson Blvd., Suite 1201	Company Address (Subcontractor):
City, State and Zip (Contractor): Chicago, IL. 60604	City, State and Zip (Subcontractor):
Telephone and Fax (Contractor): 312-353-3000 312-353-3001	Telephone and Fax (Subcontractor):
Estimated Start and Completion Dates (Contractor): March 1, 2016 to June 29, 2016	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Construction Management Administrative Services	\$120,930.00

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Contractor Lynn Dixon Comprehensive Construction Consulting, Inc.

Name President

Title

*Lynn Dixon*

March 08, 2016

Prime Contractor Signature

Date



OFFICE OF CONTRACT COMPLIANCE

**JACQUELINE GOMEZ**

DIRECTOR

118 N. Clark, County Building, Room 1020 • Chicago, Illinois 60602 • (312) 603-5502

**TONI PRECKWINKLE**

PRESIDENT

**Cook County Board  
of Commissioners**

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17th District

March 31, 2016

Ms. Shannon E. Andrews  
Chief Procurement Officer  
118 N. Clark Street  
County Building-Room 1018  
Chicago, IL 60602

Re: Contract No. 1388-12814 (Amendment No. 3)  
Construction Management Administration Services  
Office of Capital Planning and Policy

Dear Ms. Andrews:

The Office of Contract Compliance is in receipt of the above-reference contract amendment and has reviewed it for compliance with the Minority- and Women- owned Business Enterprises (MBE/WBE) Ordinance. After careful review, it has been determined this amendment is responsive to the Ordinance.

Bidder: Comprehensive Construction Consulting, Inc.

Original Contract Value: \$259,790.00

Increased Contract Value: \$24,070.00 (Amendment No. 1)

New Contract Value: \$283,860.00

Contract Extension: 244 Days (Amendment No. 2)

New Contract Term: July 1, 2015 thru February 29, 2016

Increased Contract Value: \$120,930.00 (Amendment No. 3)

New Contract Value: \$404,790.00

Contract Extension: 121 Days

New Contract Term: March 1, 2016 through June 29, 2016

Contract Goal: 35% MBE/WBE

<u>MBE/WBE</u>	<u>Status</u>	<u>Certifying Agency</u>	<u>Commitment</u>
Comprehensive Construction Consulting, Inc.	MBE-6	Cook County	100% (Direct)

The Office of Contract Compliance has been advised by the Requesting Department that no other bidders are being recommended for award. Original MBE/WBE forms were used in the determination of the responsiveness of this contract.

Sincerely,

Jacqueline Gomez

Contract Compliance Director

JG/smp

cc: Lillian Lee, OCPO  
Phil Boothby, OCPP

**MBE/WBE UTILIZATION PLAN - FORM 1**

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions – Section 19.

**I. BIDDER/PROPOSER MBE/WBE STATUS:** (check the appropriate line)

           X Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of current Letter of Certification)

\_\_\_\_ Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit – available online at [www.cookcountyil.gov/contractcompliance](http://www.cookcountyil.gov/contractcompliance))

\_\_\_\_ Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the performance of the Contract. (If so, complete Sections II below and the Letter(s) of Intent – Form 2).

II. ☒ Direct Participation of MBE/WBE Firms ☐ Indirect Participation of MBE/WBE Firms

**NOTE: Where goals have not been achieved through direct participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission. Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.**

MBEs/WBEs that will perform as subcontractors/suppliers/consultants include the following:

MBE/WBE Firm: Comprehensive Construction Consulting, Inc.

Address: 53 W. Jackson Blvd., Suite 1201, Chicago, IL. 60604

E-mail: [ldixon@comprehensivecc.com](mailto:ldixon@comprehensivecc.com)

Contact Person: Lynn Dixon Phone: 312-353-3000 ext. 103

Dollar Amount Participation: \$ 120,930.00

Percent Amount of Participation: 100% %

\*Letter of Intent attached? Yes X No       

\*Current Letter of Certification attached? Yes X No       

MBE/WBE Firm: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Dollar Amount Participation: \$

Percent Amount of Participation: \_\_\_\_\_ %

\*Letter of Intent attached? Yes \_\_\_\_\_ No \_\_\_\_\_

\*Current Letter of Certification attached? Yes            No           

*Attach additional sheets as needed.*

**\* Letter(s) of Intent and current Letters of Certification must be submitted at the time of bid.**

**MBE/WBE LETTER OF INTENT - FORM 2**Comprehensive Construction  
M/WBE Firm: Consulting, Inc.

Certifying Agency: Cook County

Contact Person: John Bolden

Certification Expiration Date: May 12, 2016

Address: 53 W. Jackson Blvd. Suite 1201

Ethnicity: African American

City/State: Chicago, IL. Zip: 60604

Bid/Proposal/Contract #: 1388-12814

Phone: (312) 353-3000 Fax: (312) 353-3001

FEIN #: 20-8717661

Email: jbolden@comprehensivecc.com

Participation: ☒ Direct ☐ Indirect

Will the M/WBE firm be subcontracting any of the goods or services of this contract to another firm?

☒ No ☐ Yes - Please attach explanation. Proposed Subcontractor(s):

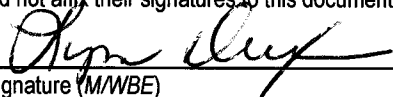
The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: (If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)

Construction Management Administrative Services

Indicate the **Dollar Amount**, **Percentage**, and the **Terms of Payment** for the above-described Commodities/ Services:

\$120,930.00

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement for the above work, conditioned upon (1) the Bidder/Proposer's receipt of a signed contract from the County of Cook; (2) Undersigned Subcontractor remaining compliant with all relevant credentials, codes, ordinances and statutes required by Contractor, Cook County, and the State to participate as a MBE/WBE firm for the above work. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fee/Cost were completed.

  
 Signature (M/WBE)

Lynn Dixon

Print Name

Comprehensive Construction Consulting, Inc.

Firm Name

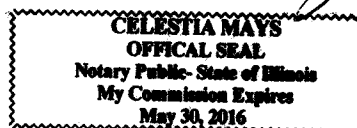
March 8, 2016

Date

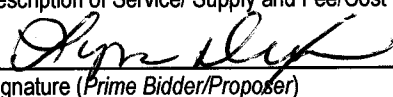
Subscribed and sworn before me

this 8th day of March, 2016.

Notary Public



SEAL

  
 Signature (Prime Bidder/Proposer)

Lynn Dixon

Print Name

Comprehensive Construction Consulting, Inc.

Firm Name

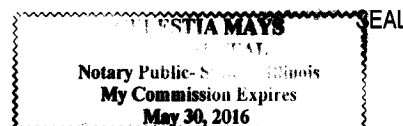
March 8, 2016

Date

Subscribed and sworn before me

this 8th day of March, 2016.

Notary Public



SEAL



**PETITION FOR REDUCTION/WAIVER OF MBE/WBE PARTICIPATION – FORM 3**

**A. BIDDER/PROPOSER HEREBY REQUESTS:**

☐

FULL MBE WAIVER

☒

FULL WBE WAIVER

☐

REDUCTION (PARTIAL MBE and/or WBE PARTICIPATION)

\_\_\_\_ % of Reduction for MBE Participation

\_\_\_\_ % of Reduction for WBE Participation

**B. REASON FOR FULL/REDUCTION WAIVER REQUEST**

Bidder/Proposer shall check each item applicable to its reason for a waiver request. Additionally, supporting documentation shall be submitted with this request.

☐

(1) Lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract. **(Please explain)**

☐

(2) The specifications and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation. **(Please explain)**

☐

(3) Price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the percentage of total contract price represented by such MBE and/or WBE bid. **(Please explain)**

☒

(4) There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms. **(Please explain)** See attached letter dated March 30, 2016

**C. GOOD FAITH EFFORTS TO OBTAIN MBE/WBE PARTICIPATION**

☐

(1) Made timely written solicitation to identified MBEs and WBEs for utilization of goods and/or services; and provided MBEs and WBEs with a timely opportunity to review and obtain relevant specifications, terms and conditions of the proposal to enable MBEs and WBEs to prepare an informed response to solicitation. **(Attach of copy written solicitations made)**

☐

(2) Used the services and assistance of the Office of Contract Compliance staff. **(Please explain)**

☐

(3) Timely notified and used the services and assistance of community, minority and women business organizations. **(Attach of copy written solicitations made)**

☐

(4) Followed up on initial solicitation of MBEs and WBEs to determine if firms are interested in doing business. **(Attach supporting documentation)**

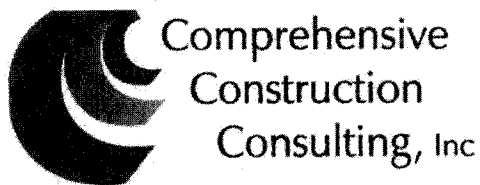
☒

(5) Engaged MBEs & WBEs for direct/indirect participation. **(Please explain)**

CCC is providing 100% direct MBE participation for Amendment No. 3.

**D. OTHER RELEVANT INFORMATION**

Attach any other documentation relative to Good Faith Efforts in complying with MBE/WBE participation.



a Minority Owned Business Enterprise

March 30, 2016

Sandra Moses-Potts  
Contract Compliance Officer  
Cook County – Office of Contract Compliance  
118 N. Clark Street – Rm 1020  
Chicago, IL 60602

RE: Contract No. 1388-12814 Construction Management Administration Services - Amendment No. 3

Dear Ms. Moses-Potts,

In response to your letter dated, March 15, 2016, our subcontractors, Onyx Architectural Services Inc. and Spann Tech, Inc. were not utilized for Amendment No. 3 because the specialized services of the subcontractors were no longer required. Comprehensive Construction Consulting, Inc. is a MBE/DBE firm that specializes in Construction Management services. Since the services for the extension required the specific services that Comprehensive Construction Consulting, Inc. provides, we are asking for a waiver of participation for Onyx Architectural Services, Inc. and Spann Tech, Inc.

Please contact our office if you have any questions.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Lynn Dixon', is written over a horizontal line.

Lynn Dixon  
President

Comprehensive Construction Consulting, Inc.  
53 W. Jackson Blvd., Suite 1201  
Chicago, IL. 60604  
312-353-3000 ext. 103  
ldixon@comprehensivecc.com



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17th District

OFFICE OF CONTRACT COMPLIANCE

**JACQUELINE GOMEZ**

DIRECTOR

118 N. Clark, County Building, Room 1020 • Chicago, Illinois 60602 • (312) 603-5502

May 12, 2015

Ms. Lynn Dixon, President  
Comprehensive Construction Consulting, Inc.  
53 W. Jackson Blvd., Suite 1201  
Chicago, IL 60604

**Annual Certification Expires: May 12, 2016**

Dear Ms. Dixon:

Congratulations on your continued eligibility for Certification as a **Minority-owned Business Enterprise (MBE)** by Cook County Government. This Certification is valid until **May 12, 2016**.

As a condition of continued Certification, you must file a **"Re-Certification Affidavit"** within **sixty (60) business days prior to the Annual Certification Expiration date**. Failure to file this Affidavit shall result in the termination of your Certification. You must notify Cook County's Office of Contract Compliance of any change in ownership or control or any other matters or facts affecting your firm's eligibility for Certification within **fifteen (15) business days** of such change.

Cook County Government may commence action to remove your firm as a certified vendor if you fail to notify us of any changes of facts affecting your firm's Certification, or if your firm otherwise fails to cooperate with the County in any inquiry or investigation. Removal of your status may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

Your firm's name will be listed in Cook County's Directory of certified firms in the following area(s) of specialty:

**Construction: Project Management and Professional Engineering Services**

Your firm's participation on Cook County contracts will be credited toward **MBE** goals in your area(s) of specialty. While your participation on Cook County contracts is not limited to your specialty, credit toward **MBE** goals will be given only for work done in the specialty category.

Thank you for your continued interest in Cook County Government's Minority, Women and Veteran Business Enterprise Programs.

Sincerely,

Jacqueline Gomez  
Contract Compliance Director  
JG/ek